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ANDAMAN AND NICOBAR ADMINISTRATION
SECRETARIAT

NOTIFICATION

Port Blair, dated the 27th January, 2011

No. 44/2011/F.No. 7-11/2005-Home(PF).— In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with the Notification No. U-14939/83-ANL dated 21st February, 1985 of the Govt. of India, Ministry of Home Affairs and in supersession of all previous Notifications issued to this effect, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands hereby makes the following rules regulating the method of recruitment to the **Group 'B' (Non-Gazetted) post of Inspector Cipher, Radio Technician, Cipher Operator, Inspector Operational, Inspector Technical, Supervisor Operational (SI), Supervisor Technical (SI), Supervisor Stores (SI), Head Radio Operator (SI), Radio Operator (ASI), Storeman Technical (ASI) & Store Keeper (ASI) in the A & N Police radio Organization** under Andaman and Nicobar Administration, namely:-

1. Short title and commencement :-

- These rules may be called the Andaman and Nicobar Administration (Police Department) Group 'B' (Non-Gazetted) posts Recruitment Rules, 2010.
- They shall come into force on the date of its publication in the Official Gazette.

2. Number of posts, classification and scale of pay :-

The number of posts, their classification and scale of pay attached thereto shall be as specified in paras 2 to 4 of the Schedule I annexed hereto.

3. Method of recruitment, age limit and qualifications etc. :-

The method of recruitment, age limit, qualifications and other matters relating to the said posts shall be as specified in paras 5 to 15 of the said Schedule.

4. Disqualification :-

No person —

- Who has entered into or contracted a marriage with a person, having a spouse living, or
 - Who, having a spouse living, has entered into or contracted a marriage with any person,
- shall be eligible for appointment to any of the said posts :

Provided that the Central Government may, if satisfied, that such marriage is permissible under the personal law applicable to such persons and other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this Rule.

5. Powers to relax :-

Where the Lieutenant Governor (Administrator), Andaman and Nicobar Islands is of the opinion that it is necessary or expedient to do so, he may, by order and for reasons to be recorded in writing, relax any of the provisions of the rules with respect of any class or category of persons.

6. Saving :-

Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for candidates belonging to the Scheduled Castes, Scheduled Tribes and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

By order and in the name of the Lieutenant Governor,

Sd/-
Assistant Secretary (Home)

SCHEDULE - I**SCHEDULE OF RECRUITMENT RULES FOR THE POST OF "INSPECTOR CIPHER" IN THE ESTABLISHMENT OF A & N POLICE RADIO ORGANIZATION**

1.	Name of post	Inspector Cipher
2.	No. of post	1 (One) 2010 (Subject to variation dependent on workload)
3.	Classification	General Central Services Group 'B', (Non-Gazetted), (Non-Ministerial)
4.	Pay Band & Grade Pay/Pay Scale	PB-2 Rs. 9300-34800 and Grade Pay Rs. 4600
5.	Whether selection post or non-selection post	Selection
6.	Whether benefits of added years of service admissible under Rule 30 of the CCS (Pension) Rules, 1972 ?	Not applicable
7.	Age limit for direct recruits	Not applicable
8.	Educational and other qualifications required for direct recruits	Not applicable
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees ?	Not applicable
10.	Period of probation, if any	02 (Two) years
11.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	By promotion
12.	In case of recruitment by promotion/deputation/absorption, grades from which promotion / deputation / absorption to be made	Promotion : From amongst Cipher Operators in A & N Police Radio Organization in the pay band of PB-2 Rs. 9300-34800 with Grade Pay of Rs. 4200 and have qualified in Grade-I Cipher Operator course from CPRTI, DCPW with 5 years regular service in the Grade of Cipher Operator
13.	If a DPC exists, what is its composition ?	Group 'B' DPC (for promotion) consisting of : i) DGP, A&N Islands - Chairman ii) IGP / DIGP, - Member iii) SP In-charge, PMF - Member iv) An officer from other department having technical knowledge - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15.	Duties and Responsibilities	Attached as Annexure to Schedule - I

DUTIES AND RESPONSIBILITIES**INSPECTOR (CIPHER)**

1. Inspector (Cipher) will act as Incharge Cryptographic Cell under the Police Radio Officer. He will be responsible for correct distribution, accounting, destruction and safe custody of the cryptographic material.
2. He is responsible to Police Radio Officer for the accurate secure and efficient working of the crypto centres in Andaman and Nicobar Islands. To this end his responsibilities are defined in succeeding paragraphs.
3. He is responsible to make arrangements for collection of Cipher documents every three months from IGP (Technical services), Chennai.

4. TECHNICAL SUPERVISION

- i) Provide for and supervise the technical training of cipher personnel.
- ii) Organise and impart training to new suitable entrants to cipher as and when ordered by Police Radio Officer.
- iii) Ensure that all cryptographers are thoroughly familiar with the cipher operation instruction for each system and with such other local instruction as may be issued by competent authorities from time to time.
- iv) Periodically visit all cryptocentres under command and put up his suggestion/remarks to Police Radio Officer for consideration to, improve the cipher technical/physical security.
- v) Keep the Police Radio Officer informed of all developments in cryptography.
- vi) Ensure submission of all reports, returns, vouchers destruction certificates relating to ciphers.
- vii) Check and scrutinize all cipher traffics daily for correct routing, selection of cipher, special instructions if any, editing, solving of mutilation and corruptions, time of receipt and clearance etc.
- viii) Inform Police Radio Officer of messages delayed/likely to be delayed.
- ix) Bring to the notice of Police Radio Officer cases of high incidence of transmission errors or undue delay in clearance of messages.
- x) Bring to the notice of Police Radio Officer cases of breach of Cipher security and its remedial measures.
- xi) Will ensure that normal cipher couriers are sent to supply/collect the cryptomaterial according to the schedule as laid down from time to time.
- xii) Check the duty cipher officers diary daily.
- xiii) Monthly returns such as Monthly cipher traffic return etc. should be submitted to the DCPW without fail.

5. CIPHER SECURITY

- i) Keep a current ledger of registered cipher documents/equipments and will ensure the safe custody and security of documents/equipment held on charge.
- ii) Carry out physical check of all cipher material daily and certify to this effect in the ledger.
- iii) Be personally responsible for the destruction of obsolete cipher documents according to the current instructions in force from time to time.
- iv) Ensure that the old traffic is regularly destroyed and a record is maintained to that effect in a register after a specified time as laid down from time to time.
- v) Ensure that when cryptomaterial is being handed over from on shift to another, strict continuity of responsibility is maintained.

- vi) Ensure that all operators are well versed in duties allocated in the EMERGENCY DESTRUCTION SCHEME.
 - vii) Ensure that all suspected or actual cases of compromise are imported promptly to Police Radio Officer and thereafter to proper authorities.
 - viii) Ensure access to crypto centre is confined to the following only:-
 - a) Director General of Police. (Holder)
 - b) Police Radio Officer. (Custodian)
 - c) Cipher personnel.
 - d) Any other person nominated by serial No. 1 & 2 above for specified period and purpose.
 - ix) Constable messenger, sweeper, PWD workers may be allowed to enter but they will be working under the supervision of cryptographer.
 - x) Ensure that access to cipher traffic is confined to cipher personnel only. However, Police Radio officer may see the traffic for scrutiny purposes not be seen by any other than the encryptor/decryptor and Inspector Cipher only.
 - xi) Ensure that cryptocentre is attended by cipher personnel throughout 24 hours and that cipher documents are never left unattended. However, when cipher operator is not having any traffic in cipher office, he may be employed in signal centre for working, at that time the cipher office will be locked.
 - xii) Ensure that the duplicate keys of documents box/safe/container/cubboard are deposited with the Police Radio officer in a sealed envelop.
 - xiii) Bring to the notice of the originator/addressees of all messages passed in a cipher suspected of being compromised.
 - xiv) Ensure that all the rules for technical and physical security are fully observed.
6. With a view to improving the technical standard and efficiency of cipher operators and taking remedial/disciplinary action against defaulters, as deemed necessary by higher authorities, Inspector (Cipher) will maintain a "Irregularity Register" in which following details will be noted:-
- i) Mistakes committed by operators and particulars of person involved.
 - ii) Remedial action taken/warning order issued to avoid reoccurrence.
 - iii) Persistent errors, if any to be brought to the notice of Police Radio Officer.
 - iv) Signature of the defaulters, after Police Radio officer/Inspector Cipher's remarks.

SCHEDULE - II

RECRUITMENT RULES FOR THE POST OF “RADIO TECHNICIAN” IN THE ESTABLISHMENT OF A & N POLICE RADIO ORGANIZATION

1.	Name of the post	Radio Technician
2.	No. of posts	23 (Twenty three) 2010 (Subject to variation dependent on workload)
3.	Classification	General Central Services Group 'B', (Non-Gazetted), (Non-Ministerial)
4.	Pay Band and Grade Pay/ Pay Scale	PB-2 Rs. 9300-34800 + Grade Pay Rs. 4200
5.	Whether selection post or non-selection post	Not applicable
6.	Whether benefits of added years of service admissible under Rule 30 of the CCS (Pension) Rules, 1972 ?	Not applicable
7.	Age limit for direct recruits	Not exceeding 30 years (Relaxable for Govt. Servants upto 5 years in accordance with the instructions or orders issued by the Central Govt.) (The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi Sub-Division, Andaman and Nicobar Islands or Lakshadweep)
8.	Educational and other qualifications required for direct recruits	<u>Essential :</u> (a) 12 th Std. passed (Senior Secondary School examination from a recognized Board/University (b) Diploma in Radio Technology/Electronics/Tele-communication issued by a recognized institute Or Having passed Grade-II proficiency test of Radio Technician conducted/approved by DCPW with three years practical experience from Govt. Deptt./Armed Forces for any other commercial communication Organization (Recognized) (c) Knowledge of computer application (d) The candidate should be of sound health, free from diseases, defect or deformity (e) Minimum distant vision should be 6/6 and 6/9 of two eyes without correction i.e. without wearing of glasses (f) The candidates will be selected after physical endurance test, written test and interview. The details of physical endurance test, written test will be advertised at the time of selection (g) Should possess minimum physical standards i.e. Height (Male) : General/OBC – 168 cm ST – 160 cm Height (Female) : General/OBC – 155 cm ST – 148 cm

		<p>Chest (only Male) : <u>Normal</u> General/OBC – 81 cm ST – 77 cm <u>Expanded</u> General/OBC – 85 cm ST – 81 cm Weight (male) : General/OBC – 50 kg ST – 47 kg (Female) : General/OBC – 45 kg ST – 42 kg</p>
9.	Whether age and educational qualifications prescribed for direct recruits will apply in any case of promotees ?	Not applicable
10.	Period of probation, if any	3 years (Including training period)
11.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of posts to be filled by various methods	100% by direct recruitment
12.	In case of recruitment by promotion/deputation/absorption, grades from which promotion / deputation / absorption to be made	Not applicable
13.	If a DPC exists, what is its composition ?	<p><u>Group 'B' DPC (for confirmation) consisting of :</u></p> <p>i) IGP/DIGP - Chairman ii) SP (nominated by DGP) - Member iii) PRO - Member iv) An officer from other department - Member having technical knowledge</p>
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15.	Duties and Responsibilities	Attached as annexure to Schedule -II

DUTIES AND RESPONSIBILITIES

RADIO TECHNICIAN

1. He is responsible for the systematic functioning of Radio Workshop, Secondary battery charging and Nickel cadmium batteries for the VHF sets.
2. He is responsible for the periodical servicing, repairs and maintenance of all HF/VHF transmitters/receivers of A&N Police Radio Organisation.
3. He is responsible for up keeping and maintenance/repairs of all types of sophisticated Electrical Analog/Digital testing and measuring instruments of A&N Police Radio Organisation.
4. He is responsible for operation and maintenance of the computer based Board-vizard the rare equipments which can diagnosed the costly IC's within the PCB itself for the trouble shooting.
5. He is responsible for maintaining log books and other relevant records of equipments/instruments up-till the condemnations/obsolete period.
6. He is responsible for the demand of consolidated spareparts periodical for the repairs of the equipments and instruments.

7. He is responsible for repairs and maintenance of P.A. (Public Addressing) equipments and operating in public places other than police duties like VIP / VVIP duties and National functions such as Independence day, Republic Day, Quomi Ekktha, Gandhi Jayanthi also as and when great events arises like All India Police Science Congress, Annual Exhibition, National Festival, held in A & N Islands.
8. He is responsible for the proper functioning and maintenance of wireless sets, installed in various control room and Police Control Room (PCR), Police stations.
9. He is responsible for the proper functioning/maintenance of W/T equipments installed in Mobile station provided to senior officers, vans and its timely repairs etc. and Police Control Room.
- 10 He shall be responsible for proper functioning and to attend the break down calls of various stations and rectify the defects immediately.

SCHEDULE - III

SCHEDULE OF THE RECRUITMENT RULES FOR THE POST OF "CIPHER OPERATOR" IN THE ESTABLISHMENT OF A & N POLICE RADIO ORGANIZATION

1.	Name of the post	Cipher Operator
2.	No. of posts	7 (Seven) 2010 (Subject to variation dependent on workload)
3.	Classification	General Central Services Group 'B', Non-Gazetted, Non- Ministerial
4.	Pay Band and Grade Pay/ Pay Scale	PB-2 Rs. 9300-34800 Grade Pay Rs. 4200
5.	Whether selection post or non- selection post	Not applicable
6.	Whether benefits of added years of service admissible under Rule 30 of the CCS (Pension) Rules, 1972 ?	Not applicable
7.	Age limit for direct recruits	Not exceeding 30 years (Relaxable for Govt. Servants upto 5 years in accordance with the instructions or orders issued by the Central Govt.) (The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi Sub-Division, Andaman and Nicobar Islands or Lakshadweep)
8.	Educational and other qualifications required for direct recruits	(i) Graduation in Science/Engineering Or (ii) BCA from any recognized university or its equivalent Or (iii) Diploma in Electronics and Electrical, Electronics & Communication, Electronics or Computer Science Engineering from a recognized university or its equivalent. 1. Should possess the following physical standards:- Height (Male) : General/OBC – 168 cm ST – 160 cm

		<p>Height (Female) : General/OBC – 155 cm ST – 148 cm</p> <p>Chest (only Male) : <u>Normal</u> General/OBC – 81 cm ST – 77 cm <u>Expanded</u> General/OBC – 85 cm ST – 81 cm</p> <p>Weight (male) : 50 kg (47 kg for ST candidate) (Female) : 45 kg (42 kg for ST candidate)</p> <p>2. Minimum distant vision should be 6/6 and 6/9 of two eyes without correction i.e. without wearing of glasses. The candidate should not have colour blindness.</p> <p>3. The candidate should be of sound health, free from diseases, defect or deformity</p> <p>4. The candidates will be selected after physical endurance test, written test and interview. The details of physical endurance test, written test will be advertised at the time of selection</p> <p>5. Preferable: Knowledge in Computer Application</p>
9.	Whether age and educational qualifications prescribed for direct recruits will apply in any case of promotees ?	Not applicable
10.	Period of probation, if any	3 years (Including training period)
11.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	<p>(i) 100% by direct recruitment</p> <p>(ii) The selected candidate shall be imported to undergo Basic Police Training, Basic Radio Operator and Cipher Operator courses to any recognized institution at Mainland. Those who do not qualify the final examination of the said course shall be given another chance after 6 month to qualify. Unsuccessful candidate(s) even in second chance will be discharged from service.</p>
12.	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
13.	If a DPC exists, what is its composition ?	<p><u>Group 'B' DPC (for confirmation) consisting of :</u></p> <p>i) IGP/DIGP - Chairman ii) SP (nominated by DGP) - Member iii) PRO - Member iv) An officer from other department - Member having technical knowledge</p>
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15.	Duties and Responsibilities	Attached as Annexure to Schedule -III

DUTIES AND RESPONSIBILITIES**CIPHER OPERATOR**

1. He will be Incharge of crypto centre in the police Radio Station in addition to his normal duties.
2. He will be responsible for physical and technical security of the cryptocentre.
3. He will keep al the charts and documents complete.
4. He will not allow any access to the messages passed or received in ciphers.
5. He will not allow access to cryptocentre by any unauthorized persons.
6. He will be responsible for cleanliness and maintenance of cryptocentre.
7. He is responsible for coding and decoding of classified messages.
8. He will be responsible for safe custody and correct accounting of cryptomaterial.
9. He will return all obsolete documents to Police Radio Officer by hand of cipher couriers.
10. He will check all documents page by page and make an entry to this effect in the ledger.
11. In case of discovery of loss of documents, he will report to PRO by a CRASH message using appropriate code words or in cipher as the case may be.
12. He will receive/send the cipher messages in sealed covers.
13. While enciphering/deciphering he will adopt the correct procedure and documents as instructed from time to time.
14. He will submit all reports and return to Police radio Officer on due dates.
15. He will draw an emergency destruction scheme according to the instructions on the subject.
16. In caw of any query other than administrative he will approach Inspector Cipher for clarification.
17. He will keep all the records for specified period and then he will destroy it by burning after obtaining approval of the Police Radio Officer.
18. They/he shall abide by the latest rules/ instructions issued from time to time.

SCHEDULE - IV**RECRUITMENT RULES FOR THE POST OF INSPECTOR OPERATIONAL IN THE ESTABLISHMENT OF A & N POLICE RADIO ORGANIZATION**

1.	Name of the post	Inspector Operational
2.	No. of post	1 (One) 2010 Subject to variation dependent on the workload
3.	Classification	General Central Services Group 'B', (Non-Gazetted), (Non-Ministerial)
4.	Pay Band and Grade Pay/ Pay Scale	PB-2 Rs. 9300-34800 Grade Pay Rs. 4600
5.	Whether selection post or non-selection post	Selection
6.	Whether benefits of added years of service admissible under Rule 30 of the CCS (Pension) Rules, 1972 ?	Not applicable
7.	Age limit for direct recruits	Not applicable
8.	Educational and other qualifications required for direct recruits	Not applicable

9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees ?	Not applicable
10.	Period of probation, if any	2 years
11.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	By Promotion
12.	In case of recruitment by promotion/deputation/absorption, grades from which promotion / deputation / absorption to be made	Promotion : From Supervisor Operational having 5 years regular service in the pay band of Rs. 9300-34800 with Grade Pay Rs. 4200.
13.	If a DPC exists, what is its composition ?	Group 'C' DPC (for considering cases for Promotion/Confirmation) consisting of : i) IGP/DIGP - Chairman ii) SP (nominated by DGP) - Member iii) PRO - Member iv) An officer from other department - Member having technical knowledge
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15.	Duties and Responsibilities	Attached as Annexure to Schedule -IV

DUTIES AND RESPONSIBILITIES

INSPECTOR (OPERATIONAL)

1. He is incharge for operation of communication networks and efficient functioning of Radio communication of A&N Police Radio Organization under supervision of Police radio Officer.
2. He will also assist the Police Radio Office in running the Administration smoothly.
3. He will details operational staff for various duties as instructed by the Police radio Officer.
4. He is responsible to chalk out necessary proposals for additional communication facilities in consultation with the Police Radio Officer and ensure proper arrangements of staff/equipments during VIP/VVIP visits, demonstrations, strikes, Bandh, State/National functions, elections etc.
5. He is responsible to supervise Establishment Section of PRHQ in all matters.
6. He will carryout regular inspection of Signal centre/PCR at Port Blair.
7. He has to carryout the inspection of Radio stations static as well as mobile frequently.
8. He is responsible to conduct preliminary enquiry related to the matters pertaining to operational staff and discipline of his subordinates as and when details by his superior officers.
9. He is responsible to forward leave applications of operational staff Lower/Upper subordinates of A&N Police Radio Organization with suitable recommendations of Police Radio Officer for further action.
10. He is responsible to take stock of functioning of PCRs at Port Blair, Mayabunder and Car Nicobar daily and report to P.R.O.
11. He is responsible to keep secret documents safe.
12. He shall keep liaison with all other units of A&N Police and other departments in the matter of wireless communication and its allied matters.

13. He is responsible for monitoring construction works, allotment of land, land records etc. of A&N Police Radio Organization.
14. He will personally maintain the C.L. register, R.H. register of P.R. operational staff and family accommodation allotment register.
15. He will scrutinize the daily message traffic files daily traffic groups returns, daily communication statement, traffic pending statement being submitted from the signal centre Police Radio Head Quarter and point out the lapse if any noticed by him to the Police Radio officer with remedial steps in order to avoid recurrence.
16. He is responsible to give proper guidance to the operational staff for improving communication during ionospheric interference.
17. He is responsible to upto date disaster Management plan as far as it relates to A&N Police Radio Organization.

SCHEDULE - V

RECRUITMENT RULES FOR THE POST OF INSPECTOR TECHNICAL IN THE ESTABLISHMENT OF A&N POLICE RADIO ORGANIZATION

1.	Name of post	Inspector Technical
2.	No. of post	1 (One) 2010 Subject to variation dependent on the workload
3.	Classification	General Central Services Group 'B', (Non-Gazetted), (Non-Ministerial)
4.	Pay Band and Grade Pay/ Pay Scale	PB-2 Rs. 9300-34800 Grade Pay Rs. 4600
5.	Whether selection post or non-selection post	Selection
6.	Whether benefits of added years of service admissible under Rule 30 of the CCS (Pension) Rules, 1972 ?	Not applicable
7.	Age limit for direct recruitment	Not applicable
8.	Educational and other qualifications required for direct recruitments	Not applicable
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees ?	Not applicable
10.	Period of probation, if any	2 years
11.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	By promotion
12.	In case of recruitment by promotion/ deputation/absorption, grades from which promotion/ deputation/ absorption to be made	Promotion: From Supervisor Technical having 05 years regular service in PB-2 Rs. 9300-34800 with grade Pay Rs. 4200.

13.	If a DPC exists, what is its composition ?	<u>Group 'B' DPC (for Promotion) consisting of :</u> (i) DGP - Chairman (ii) IGP/DGP - Member (iii) Police Radio Officer - Member (iv) an officer from other department - Member Having technical knowledge
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15.	Job Description	Attached as annexure to Schedule -V

DUTIES AND RESPONSIBILITIES

Head Constable (Greaser)

He is responsible for the following :

- i) Smooth functioning and maintenance of the machinery systems and equipments fitted on the boat.
- ii) Ensure safe custody of spare gears and tools.
- iii) Accounting of diesel, petrol and lubricants received.
- iv) Timely maintenance of machineries and equipments.
- v) Ensure Engine routines as prescribed in the manual/vessel Standing Orders.
- vi) Projection of defects and ensuring timely rectification of the same.
- vii) Maintenance of records and forwarding of reports pertaining to technical defects.
- viii) Ensuring availability of needy machinery and equipments at sea/harbour.
- ix) Monitoring the progress of defects and quality of work being undertaken by private traders.
- x) He is responsible for scheduled maintenance of all machinery and appliances and ensures cleanliness of the engine room.
- xi) He will work under the supervision of Chief Engine Driver/SI/ASI (Engine Driver) and ensure safety of all machinery, fire fighting equipments. He will also carryout other works as assigned by the Chief Engine Driver/SI/ASI (Engine Driver).
- xii) Ensure maintenance and running of speedboats, wooden dinghies, fibre dinghies and rubberized inflatable boats.
- xiii) In addition to the above he will perform any official assignments entrusted by the senior officers from time to time.

8.	Educational and other qualifications required for direct recruits	<u>Essential :</u> A. i) Secondary School Examination (10 th Std.) or its equivalent pass from a recognized Board/University ii) A Certificate in Electrical Trade from a recognized Industrial Training Institution (ITI)
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		<p><u>B. Should have the following physical standards:</u></p> <p>i) Height (General & OBC Category) – 168 cm ii) Height (ST Candidate) – 160 cm iii) Chest (Normal) – 81 cm iv) Chest (Expanded) – 85 cm v) Sound health, free from bodily defect /deformity. Vision both eyes 6/6 (without glasses). No colour blindness</p> <p>AND</p> <p><u>Candidates Must Qualify :</u></p> <p>i) Physical Endurance Test ii) Written Examination iii) Trade Test iv) Interview</p> <p><u>Note :</u> No marks for physical standard and physical endurance test</p>
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees ?	Not applicable
10.	Period of probation, if any	02 (Two) years
11.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	By direct recruitment failing which by deputation
12.	In case of recruitment by promotion/ deputation/absorption, grades from which promotion/ deputation/absorption to be made	<p><u>Deputation :</u></p> <p>Officials under the Central/State Govts./UTs/Public Sector Undertakings —</p> <p>a) (i) holding analogous posts on regular basis in the parent cadre/department</p> <p style="text-align: center;">OR</p> <p>(ii) with 5 (Five) years service in the grade rendered after appointment thereto on a regular basis in the PB-1 Rs. 5200-20200+2000 (GP) in the parent cadre/department</p> <p style="text-align: center;">AND</p> <p>(b) Possessing a certificate in Electrical Trade from a recognized Industrial Training Institution (ITI) and qualify departmental trade test</p>
13.	If a DPC exists, what is its composition ?	<p><u>Group 'C' DPC (for considering cases for Promotion/Confirmation) consisting of :</u></p> <p>1) Dy. Inspector General of Police, - Chairman A&N Islands</p> <p>2) SP In-charge, PMF - Member</p> <p>3) A suitable Officer nominated by - Member Director of Shipping Services</p> <p>4) One GO nominated by DGP - Member</p>
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15.	Job Description	Attached as annexure to Schedule -V

JOB DESCRIPTION

Head Constable (Electrician)

He is responsible for the following :

- i) To ensure smooth functioning of all electrical gadgets and maintain all electrical appliances and allied equipments operational condition.
- ii) To ensure maintenance and charging of starting batteries, electrical fitments on board the vessels.
- iii) To work under the guidance of Inspector (Electrical).
- iv) In addition to the above he will perform any official assignments entrusted by the senior officers from time to time.

SCHEDULE - VI

Schedule of Recruitment Rules for the post of Head Constable (Out Boat Engine Driver) in the Police Marine Force of A & N Police

1.	Name of post	Head Constable (Out Boat Engine Driver)
2.	No. of post	1 (One)* 2010 *Subject to variation dependent on the workload
3.	Classification	General Central Services Group 'C', Non-Gazetted, Non-Ministerial
4.	Pay Band & Grade Pay/ Pay Scale	PB-1 Rs. 5200-20200 and Grade Pay Rs. 2400
5.	Whether selection post or non- selection post	Selection
6.	Whether benefits of added years of service admissible under Rule 30 of the CCS (Pension) Rules, 1972 ?	Not Applicable
7.	Age limit for direct recruits	18 - 33 years (Relaxable for Govt. Servants upto 5 years in accordance with the instructions or orders issued by the Central Govt.) Note : The crucial date for determining the age limit shall be the closing date for receipt of applications from candidate /names from Employment Exchange, A&N Islands
8.	Educational and other qualifications required for direct recruits	Essential : A. i) Secondary School Examination (10 th Std.) or its equivalent pass from a recognized Board/University ii) A Certificate in Mechanical Fitter trade from a recognized Industrial Training Institution (ITI) OR possessing 5 years experience as a Out Boat Engine Driver of a vessel B. Should have the following physical standards: i) Height (General & OBC Category) – 168 cm ii) Height (ST Candidate) – 160 cm iii) Chest (Normal) – 81 cm iv) Chest (Expanded) – 85 cm v) Sound health, free from bodily defect /deformity. Vision both eyes 6/6 (without glasses). No colour blindness

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	AND <u>Candidates Must Qualify :</u> i) Physical Endurance Test
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		ii) Written Examination iii) Trade Test & Swimming Test iv) Interview <u>Note :</u> No marks for physical standard and physical endurance test
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees ?	Not applicable
10.	Period of probation, if any	02 (Two) years
11.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	By Promotion failing which by deputation and failing both by direct recruitment
12.	In case of recruitment by promotion/ deputation/absorption, grades from which promotion/ deputation/absorption to be made	<p><u>Promotion :</u> Police Constable (Greaser/Lascar) of Police Marine Force in the PB-1 Rs. 5200-20200+2000 (GP) with 5 years regular service in the respective grade and qualify in the departmental trade test</p> <p><u>Deputation :</u> Officials under the Central/State Govts./UTs/Public Sector Undertakings — a) (i) holding analogous posts on regular basis in the parent cadre/department OR (ii) with 5 (Five) years service in the grade rendered after appointment thereto on a regular basis in the PB-1 Rs. 5200-20200+2000 (GP) in the parent cadre/department AND (b) Possessing a certificate in Mechanical Fitter trade from a recognized Industrial Training Institution (ITI) or possessing 5 years experience as a Out Boat Engine Driver of a vessel and qualify departmental trade test</p>
13.	If a DPC exists, what is its composition ?	<p><u>Group 'C' DPC (for considering cases for Promotion/ Confirmation) consisting of :</u></p> <p>1) Dy. Inspector General of Police, - Chairman A&N Islands</p> <p>2) SP In-charge, PMF - Member</p> <p>3) A suitable Officer nominated by - Member Director of Shipping Services</p> <p>4) One GO nominated by DGP - Member</p>
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15.	Job Description	Attached as annexure to Schedule -VI

Annexure to Schedule – VI**JOB DESCRIPTION****Head Constable (OBM Engine Driver)**

He is responsible for the following :

- i) Safety of the small Boat/Dinghy, both when under way and in harbour, subject to any orders he may receive from the Master.
- ii) Responsible for general conduct of the small Boat/Dinghy i.e. while at sea, he shall be careful that the boat is properly steered and take all precautions for its safe Navigation.
- iii) To assume full responsibility for the safety of personnel onboard by taking all precautions.
- iv) Maintenance of small Boat/Dinghy, with allied machinery, anchors and cables and other associated fittings.
- v) Maintenance of fire fighting and life saving equipments.
- vi) Cleaning and maintenance of Boat/Dinghy.
- vii) To ensure the scheduled maintenance of all machineries and OBMs.
- viii) Responsible for embarkation/disembarkation of the operational party from ship to shore and vice versa.
- ix) To ensure proper safety of boat and OBMs. Maintenance of log book and proper accounting of POL.
- x) Ensure maintenance and running of speedboats, wooden dinghies, fibre dinghies and rubberized inflatable boats.
- xi) In addition to the above he will perform any official assignments entrusted by the senior officers from time to time.

SCHEDULE - VII**Schedule of Recruitment Rules for the post of Police Constable (Lascar) in the Police Marine Force of A & N Police**

1.	Name of post	Police Constable (Lascar)
2.	No. of post	20 (Twenty)* 2010 *Subject to variation dependent on the workload
3.	Classification	General Central Services Group 'C', Non-Gazetted, Non-Ministerial
4.	Pay Band & Grade Pay/ Pay Scale	PB-1 Rs. 5200-20200 and Grade Pay Rs. 2000
5.	Whether selection post or non- selection post	Selection
6.	Whether benefits of added years of service admissible under Rule 30 of the CCS (Pension) Rules, 1972 ?	Not Applicable
7.	Age limit for direct recruits	18 - 25 years (Relaxable for Govt. Servants upto 5 years in accordance with the instructions or orders issued by the Central Govt.) Note : The crucial date for determining the age limit shall be the closing date for receipt of applications from candidate /names from Employment Exchange,

8.	Educational and other qualifications required for direct recruits	<p><u>Essential :</u></p> <p>A. Senior School Certificate Examination (12th Std.) or its equivalent pass from a recognized Board/University</p> <p><u>B. Should have the following physical standards:</u></p> <p>i) Height (General & OBC Category) – 168 cm ii) Height (ST Candidate) – 160 cm iii) Chest (Normal) – 81 cm iv) Chest (Expanded) – 85 cm v) Sound health, free from bodily defect /deformity. Vision both eyes 6/6 (without glasses). No colour blindness</p> <p><u>AND</u></p> <p><u>Candidates Must Qualify :</u></p> <p>i) Physical Endurance Test ii) Written Examination iii) Trade Test & Swimming Test iv) Interview</p> <p><u>Note :</u> No marks for physical standard and physical endurance test</p>
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees ?	<p>Age : No</p> <p>Educational qualification : To the extend prescribed in para - 12</p>
10.	Period of probation, if any	2 (Two) years
11.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	100% by transfer/absorption of Constables (Executive) of A&N Police failing which by direct recruitment
12.	In case of recruitment by promotion/ deputation/absorption, grades from which promotion/ deputation/absorption to be made	<p><u>Transfer and Absorption :</u></p> <p>Constable (Executive) of A&N Police in the PB-1 Rs. 5200-20200+2000 (GP) with 3 (three) years regular service in the grade and qualify in the departmental trade test</p> <p><u>Note :</u> The incumbent on transfer shall be imparted basic seafaring training for a period of one month either with Coast Guard or D.G. (Shipping) approved training institute. Those who do not complete the training successfully shall be repatriated to parent unit.</p>
13.	If a DPC exists, what is its composition ?	<p><u>Group 'C' DPC (for confirmation) consisting of :</u></p> <p>1) Dy. Inspector General of Police, - Chairman A&N Islands</p> <p>2) Two Gazetted Officer nominated - Member by DGP</p> <p>3) A suitable Officer nominated by - Member Director of Shipping Services</p>
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15.	Job Description	Attached as annexure to Schedule -VII

Annexure to Schedule – VII**JOB DESCRIPTION****Police Constable (Lascar)**

He is responsible for the following :

- i) Securing of boat and other items held onboard.
- ii) Cleaning, painting and maintenance of deck of the vessel.
- iii) Securing fenders and other loose gears while on sail.
- iv) Chipping and painting of corroded areas.
- v) Handling of ropes, securing of equipment covers while berthing and de-berthing.
- vi) To perform Gangway duty while on sail or at harbour/Jetty.
- vii) Safety and security of the boat by proper vigil.
- viii) To carryout maintenance of vessels under supervision of In-charge Master/Serang/Seacunny. To be at station while berthing/de-berthing and whilst towing/being towed. Any other works assigned by the Master/Serang from time to time.
- ix) Securing of fenders and other loose gears. Chipping and painting of corroded areas.
- x) Handling of ropes, securing of equipments covers. Ensure safety and security of the boat by proper vigil.
- xi) Ensure maintenance and running of speedboats, wooden dinghies, fibre dinghies and rubberized inflatable boats.
- xii) In addition to the above he will perform any official assignments entrusted by the senior officers from time to time.

SCHEDULE - VIII**Schedule of Recruitment Rules for the post of Police Constable (Greaser) in the Police Marine Force of A & N Police**

1.	Name of post	Police Constable (Greaser)
2.	No. of post	20 (Twenty)* 2010 *Subject to variation dependent on the workload
3.	Classification	General Central Services Group 'C', Non-Gazetted, Non-Ministerial
4.	Pay Band & Grade Pay/ Pay Scale	PB-1 Rs. 5200-20200 and Grade Pay Rs. 2000
5.	Whether selection post or non- selection post	Selection
6.	Whether benefits of added years of service admissible under Rule 30 of the CCS (Pension) Rules, 1972 ?	Not Applicable
7.	Age limit for direct recruits	18 - 25 years (Relaxable for Govt. Servants upto 5 years in accordance with the instructions or orders issued by the Central Govt.) Note : The crucial date for determining the age limit shall be the closing date for receipt of applications from candidate /names from Employment Exchange, A&N Islands

8.	Educational and other qualifications required for direct recruits	<p><u>Essential :</u></p> <p>A. Senior School Certificate Examination (12th Std.) or its equivalent pass from a recognized Board/University</p> <p><u>B. Should have the following physical standards:</u></p> <p>i) Height (General & OBC Category) – 168 cm ii) Height (ST Candidate) – 160 cm iii) Chest (Normal) – 81 cm iv) Chest (Expanded) – 85 cm v) Sound health, free from bodily defect /deformity. Vision both eyes 6/6 (without glasses). No colour blindness</p> <p>AND</p> <p><u>Candidates Must Qualify :</u></p> <p>i) Physical Endurance Test ii) Written Examination iii) Trade Test & Swimming Test iv) Interview</p> <p><u>Note :</u> No marks for physical standard and physical endurance test</p>
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees ?	Age : No Educational qualification : To the extend prescribed in para - 12
10.	Period of probation, if any	2 (Two) years
11.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	100% by transfer/absorption of Constables (Executive) of A&N Police failing which by direct recruitment
12.	In case of recruitment by promotion/ deputation/absorption, grades from which promotion/ deputation/absorption to be made	<p><u>Transfer and Absorption :</u></p> <p>Constable (Executive) of A&N Police in the PB-1 Rs. 5200-20200+2000 (GP) with 3 (three) years regular service in the grade and qualify in the departmental trade test</p> <p><u>Note :</u> The incumbent on transfer shall be imparted basic seafaring training for a period of one month either with Coast Guard or D.G. (Shipping) approved training institute. Those who do not complete the training successfully shall be repatriated to parent unit.</p>
13.	If a DPC exists, what is its composition ?	<p><u>Group 'C' DPC (for confirmation) consisting of :</u></p> <p>1) Dy. Inspector General of Police, - Chairman A&N Islands</p> <p>2) Two Gazetted Officer nominated - Member by DGP</p> <p>3) A suitable Officer nominated by - Member Director of Shipping Services</p>
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15.	Job Description	Attached as annexure to schedule -VIII

Annexure to Schedule – VIII

JOB DESCRIPTION

Police Constable (Greaser)

He is responsible for the following :

- i) To ensure securing of all machineries and other items held onboard.
- ii) Cleaning and maintenance of engine room and surrounding area of the vessel.
- iii) To ensure securing loose gears and machinery.
- iv) Chipping and painting of corroded areas.
- v) Oiling and greasing of movable parts of main engine and allied machinery.
- vi) Safe-guarding all machineries fitted on deck from direct sunlight and rain water/sea water.
- vii) Safety and security of the engine and its parameters.
- viii) He will perform duties in engine room as per the direction of Chief Engine Driver/SI (Engine Driver)/Assistant Engine Driver and keep strict vigil over the engine parameters while on sail.
- ix) Schedule maintenance of all machineries and watch keeping duties while on sailing/harbour/jetty.
- x) Ensure safety, cleanliness of all equipments. Oiling and greasing of movable parts of upper deck fittings.
- xi) Ensure maintenance and running of speedboats, wooden dinghies, fibre dinghies and rubberized inflatable boats.
- xii) In addition to the above he will perform any official assignments entrusted by the senior officers from time to time.
